

# FORM OF APPLICATION FOR LEAVE

(STUDENTS)

1. Name :
2. Class :
3. Batch :
4. Class No. :
5. Date for which leave is required :
6. Reason for leave :
7. Place and date of application :
8. Signature of the applicant :
9. Signature of Guardian/  
Warden :
10. Signature of  
Lecturer-in-Charge/Tutor :

Signature of the  
H.O.D.

Countersigned  
Principal

*N.B:* This form, duly completed, should be submitted to the College office.